

The Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2017-18 (1st July 2017 to 30th June 2018).

Part – A

I. Details of the Institution

1.1 Name of the Institution

BPHE Society's Centre for Studies in Rural Development
Institute of Social Work and Research

1.2 Address Line 1

CSRD Campus

Address Line 2

Station Road

City/Town

Ahmednagar

State

Maharashtra

Pin Code

414001

Institution e-mail address

csrd.iswr@gmail.com

Contact Nos.

0241-2346328

Name of the Head of the Institution:

Dr. Suresh Ramdas Pathare

Tel. No. with STD Code:

0241-2346328

Mobile:

9850652670

Name of the IQAC Co-ordinator:

Dr. Jaimon Varghese

Mobile:

8055082463

IQAC e-mail address:

csrd.iswr@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 12800

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/61/RAR/79 dated 15/09/2012

1.5 Website address:

www.csrd.edu.in

Web-link of the AQAR:

csrd.edu.in/iqac/AQAR_2017-18.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	71	2006	5 years
2	2 nd Cycle	B	2.48	2012	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

24/08/2006

1.8 AQAR for the year:

2017-18 (1/7/2017 to 30/6/2018)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2012-13

-

12/10/2018 (DD/MM/YYYY)

- ii. AQAR 2013-14 - 14/11/2018 (DD/MM/YYYY)
 iii. AQAR 2014-15 - 14/10/2018 (DD/MM/YYYY)
 iv. AQAR 2015-16 - 19/11/2018 (DD/MM/YYYY)
 v. AQAR 2016-17 - 22/11/2018 (DD/MM/YYYY)

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College ☐ Yes ☒ No ☐

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

Social Work, Faculty of Mental, Moral & Social Sciences

1.12 Name of the Affiliating University (*for the Colleges*)

Savitribai Phule Pune University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

☐

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members*

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. **Faculty**

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Social Work Practices in India: Innovations and Challenges, Field work supervision (modular field work) & evaluation. Strategic Planning for Future Course of Intervention.

2.14 Significant Activities and contributions made by IQAC

- 1) Strengthening of field work for MSW and systems for field instructions, monitoring, supervision and evaluation of field work.
- 2) Collection of feedback from students and teachers about the new syllabus and providing support to the teachers for improving the quality of their teaching.
- 3) Strengthening student's support services and enhancing enabling environment for teaching learning and field work.
- 4) IQAC encouraged involvement of faculty and students in ongoing research projects.
- 5) Evolved a model of student's study tour whereby faculty and students get an opportunity to attend, participate and make presentation in International or National level study conferences, seminars and workshops.
- 6) Established collaboration and networking with government and non-government organizations for undertaking research, field extension and academic exchange activities.
- 7) Organized competency and skill building workshops and training programmes for students to develop their placement and employability.
- 8) Maintenance and renovation of physical infrastructure and learning resources as per the requirement of programmes and projects.
- 9) Maintaining smooth functioning of the organisation and efficient and transparent governance by frequent meetings with faculty, students and other stakeholders.
- 10) Organized National Seminar and State Level workshops and trainings.
- 11) Organized programmes for strengthening NGOs & field agencies for effective service delivery and implementation of development projects.
- 12) Significant efforts were taken to mobilise and network with alumni and parents for development of Institute.
- 13) Established network with Govt. agencies, and NGO's to undertake collaborative development projects.
- 14) Installation of 10KWP Ongrid solar power plant on the roof top of Institute building.
- 15) Supported Institute's initiative to undertake and implement development project with industries under corporate social responsibility. Two projects were undertaken during this year.

2.15 Plan of Action by IQAC/Outcome: The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Organise National & State Level Seminar, Workshops, Symposium and consultation. 2. Organize Skill development workshops for the students. 3. Organise faculty development programme on Field work supervision. 4. To increase and promote faculty and students engagement in research and action projects. 5. To organize competency and skill building programmes for students to develop their employability. 6. Encourage and Enhance the students' participation in National and International events like seminars and conferences 7. To collaborate and network with International and national level organization for knowledge sharing. Students exchange programme with Colorado State University (CSU), USA. 8. Facilitate the implementation of MLA Adarsha Gram Yojna in Ahmednagar district. 9. Continue engagement and involvement in ongoing research projects and undertake new projects and consultancies. 10. Develop and run Temporary Shelter Home for Urban Homeless People by seeking financial support from Ahmednagar Municipal Corporation under Deendayal Antyodaya National Urban Livelihood Mission. 11. To collaborate and network with NGOs and industries for seeking and extending support for mutual benefit, conducting research, providing consultancy and support services. 12. Continue the students welfare programmes like earn and learn scheme, girl students' personality development programmes, special guidance lectures, and special 	<ol style="list-style-type: none"> 1. Organized National Seminar on Social Work Practices in India: Innovations and Challenges on 24th and 25th February, 2018. 2. Organized special workshop for MSW-2nd year students on Street Theatre and Social Media during 17th to 19th August 2017. 3. Organized a Demonstration of rescue operation and workshop on Disaster Management with the support from NDRF & NYK on 10th Feb. 2018 4. Organized English Language Proficiency Classes and conducted soft skills classes for first year students. 5. Field work in 60 organisations (government & non government), industries and communities; Under NSS, students Volunteered as Police Mitra during Ganapati festival, conducted Water literacy program, Cleanliness Drive, Cancer Awareness programme and NSS Camp in Dongargan village from 5th to 11th Dec. 2017. 6. 104 students attended National and International events like seminars and conferences as part of the study tour at different parts of the country, such as, Kalady, Manipal, Bengaluru, New Delhi, and Kochi 7. A faculty member participated and presented papers at international seminars held at Tanzania (East Africa) and North Carolina, USA. Faculty members published one book, 2 articles & presented 4 papers in National and International level seminars and conferences 8. Disbursed first instalment from RCF scholarship to 110 SC/ST students from 05 districts 9. Facilitated the implementation of MLA Adarsha Gram Yojna in 05 blocks of Ahmednagar - Pathardi, Parner, Jamkhed, Akole & Sangamner 10. Conducted the educational survey in 60 villages by 115 students leading to Annual Status of Education Report (2017) Beyond Basics. 11. Started Temporary Shelter Home for Urban Homeless People at Anandsadan, Ahmednagar 12. First phase of the Community Based Monitoring and Planning of National Health Mission Govt. of Maharashtra programme was implemented in 44 health sub-centres of Nagar block. 13. Conducted independent impact assessment

<p>assistance to SC/ST's/Minority Students</p> <p>13. Organize special programmes to observe important days and occasions like World Social Work Day, International Forestry Day, International Women's Day etc.</p> <p>14. Collaboration with government agencies to discharge various government schemes for the poor and the needy.</p> <p>15. Infrastructural renovation and technological up-gradation and addition to improve the security and monitoring of the academic activities.</p> <p>16. To make the provision for the generation and use of non-conventional energy.</p> <p>17. To make the provision for Elevator, Ramps, rallying and washroom for Divyang to make the building disabled friendly and age friendly.</p>	<p>study of CSR programmes being undertaken in the village Pimpalgaon-Malvi of Ahmednagar district</p> <p>14. Celebrated World Social Work Day & International Forest Day in association with Social Forestry Department, Ahmednagar on 21st March 2018, at Isalak village by planting and nurturing the trees in the eco village.</p> <p>15. Celebrated International Women's Day on 8th March 2018 in 12 Field Work agencies, Communities and villages where MSW Students are placed for their field work</p> <p>16. Continued students welfare programmes like earn and learn scheme (31 students), girl students' personality development programmes (10th February 2018), special guidance lectures (11), and special assistance to SC/ST's/Minority Students (special coaching for entrance test on 2 July 2017 and facilitation to draw govt. scholarships)</p> <p>17. 13 students from CSU accompanied by two faculty members stayed and got trained at the Institute on 31st July to 4th August 2017</p> <p>18. Outlook Express Magazine Ranked this Institute as 11th best Social Work Institute in India.</p> <p>19. The Institute received Best Institute award under Swachata hi Seva Abhiyan 2017 by Ahmednagar Cantonment Board; Awarded Best Social Work Institute by Ministry of Social Justice, Govt. of Maharashtra for promoting the various schemes of Social Welfare Department.</p> <p>20. Upgraded and added CCTVs in Classrooms and Corridors, Hostel and campus.</p> <p>21. Installed 10 Kwp Ongrid Solar Power system on the Rooftop of Academic Building with financial support from Planning and Development Department, Savitribai Phule Pune University</p>
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2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

AQAR was placed before Management & review of the activities was taken by Management. Action taken on previous AQAR and plan of action for the next academic year was presented before the Management. The plan of action included compliance to recommendations given by NAAC Peer Team for quality enhancement of the Institute. The management approved the plan of action chalked out by the IQAC and authorised the Director to undertake programmes and activities as per action plan.

Part – B Criterion wise report

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D	-	-	-	-
PG	02	-	02	-
UG	-	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	01	Nil	01	01
Certificate	04	Nil	04	04
Others	-	-	-	-
Total	07	-	07	05

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

PG Programmes:

MSW – Masters in Social Work affiliated to Savitribai Phule Pune University

MAMR – Master of Arts in Mass Relations affiliated to Savitribai Phule Pune University

Diploma Programmes

DDM – Diploma in Disaster Management affiliated to Savitribai Phule Pune University

Certificate Programmes

CBC – Certificate in Basic Counselling;

CHR - Certificate in Basics of Human Rights;

CNM – Certificate in NGO Management

SFDM – Short Film & Documentary Making

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option/Open options: All These

(ii) Pattern of programmes::

Pattern	Number of programmes
Semester	MSW/MAMR (4 semesters – 2 years)
Trimester	0
Annual	DDM (1 year)
Other (Short term)	CBC/CHR/ CNM/SFDM (6 months)

1.3 Feedback from stakeholders: Alumni ☒ Parents ☐ Employers* ☒ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools ☐

** Field work agency supervisors' annual meeting*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The Institute implemented the revised syllabus of MSW and MA(MR) Programme of Savitribai Phule Pune University from the academic year 2015-16. There was no revision / updating of syllabi during the reporting year.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty*

Total	Asst. Professors	Associate Professors	Professors	Others
6	5	-	1	-

2.2 No. of permanent faculty with Ph.D. :

2

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	5	-	-	-	-	-	-	-	5

2.4 No. of Guest (a) and Visiting faculty (b)

21

20

10

and Temporary faculty (c)

a

b

c

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	15	01
Presented papers	03	12	-
Resource Persons	03	07	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Considering the interdisciplinary nature of the courses and the background of the learners the methods of training are participatory and learner-focused. The faculty from different disciplines are invited as Guest Speakers and visiting for Teaching the courses. The teaching methods involve classroom teaching, field work experience, group discussions, case studies, role plays, and self-learning assignments. Teaching is organised in such a way that students learn as much about social work profession as getting to know self and become sensitive to social realities. Innovative and flexible experiments are undertaken to foster an environment of team spirit and professional integrity. Throughout the teaching programme, opportunities are provided to expand the understanding of self and society. Regular and one to one interaction with faculty members is an important feature of training at CSRD.

Innovative processes adopted by the institution in Teaching and Learning include Induction, Orientation program, Observation visits, Case Studies, Field Based Assignments & Mini research, Skill workshops, Media workshops on Audio-Visual Material, Rural Camp, PRA and Micro-Planning exercise, Advanced Orientation Visits, Study Tours outside the states, class-room practice based exercises for developing research skills and methodological understanding. The combination of concurrent weekly field work and continuous one month's block field work was introduced and students are provided with opportunity to intensively get involved in work situation, contribute and learn. Another innovative process adopted by the Institute is to organize study tour out of state and provide an opportunity to students to participate in International or National level conferences. Students learn to present papers / posters, participate in discussion and establish linkages with social work professionals.

2.7 Total No. of actual teaching days during this academic year

190

2.8 Examination/ Evaluation Reforms initiated by the Institution

Group assignments and presentations, Individual Assignment, Internal Marks Improvement, Additional Field Work & Research Guidance, Moderation, Photocopy, Re-assessment of evaluation scripts

2.9 No. of faculty members involved in curriculum Re-structuring/revision/syllabus development as member of Board of Study(a)/Faculty(b)/Curriculum Development workshop(c)

a

b

c

-

-

-

2.10 Average percentage of attendance of students

85.5

2.11 Course/Programme wise distribution of pass percentage: *(Result of All University Affiliated Programmes)*

Title of the Programme	Total no. of students appeared*	Division				
		Distinction	I	II	III	Pass %
MSW	107	4	79	18	-	94.39
MAMR	6	1	5	-	-	100
DDM	26	4	16	5	-	96.15

* Only the final year students

2.12 How does IQAC Contribute / Monitor / Evaluate the Teaching & Learning processes:

IQAC facilitates academic planning by contribution to prepare academic calendar, time-table and schedule of teaching, field work, examination etc. IQAC also monitor the execution of academic calendar and support for organizing seminars, workshops, and improvisation in evaluation systems thereby contributes to teaching-learning process. IQAC take stock of required teaching learning facilities and ensures that students are provided appropriate learning environment. The classrooms are equipped with adequate teaching leaning aids. There is a system of semester wise written feedback from students, which is compiled and appropriately correctional measures are taken for improving teaching learning process if required. The feedback results are given by Director to the respective faculty. General discussions are held in faculty meeting on areas to be improved. Suggestions given by Visiting Faculty, Alumni, Students (via suggestion box), Internal & External experts on viva panel are shared, discussed in IQAC and faculty meeting.

2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes*	1
Faculty exchange programme	-

Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others**	2

** Mr. Pradeep Jare, attended 48th Orientation Course organized by UGC HRDC Jawaharlal Nehru Technological University, Hyderabad, Telangana, from 20th Nov to 18th Dec. 2017*

*** Faculty development workshop on field work supervision (cfr. 2.13 Part I)*

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	2	2	-	3
Library Staff	2	3	-	3
Support Staff	4	3	-	4

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing / Promoting Research Climate in the institution

- IQAC encouraged faculty members to take-up research projects and get involved in research and consultancy work during this year 04 minor projects were completed and two projects are ongoing where faculty members are actively engaged.
- IQAC promoted community extension projects where faculty and students actively participated and directly contribute to society. This year two new extension projects were initiated. Shelter project is providing temporary accommodation and night shelter for homeless. Another project Community Based Monitoring and evaluation is enhancing accessibility and availability of public health services to the rural population.
- IQAC facilitated faculty members to identify core domain and prospective areas of research. All the notifications, announcements and call for Expression of Interest (EOI), proposals for research, training or consultancy projects are circulated among the faculty members.
- Faculty members and students are encouraged to take up research projects or get involved in ongoing research projects. The Institute publishes an Institutional Journal by name "New Horizons in University Education: A journal of social development and social justice" (ISSN-2249-586-X). The faculty members are encouraged to publish research articles/papers in it as well as other Research Journals.
- IQAC ensures that the required infrastructure facilities are made available to students and faculty to support research like separate place for research in the library, Computer lab with internet facility, access to online and offline journals, etc. A separate section for research scholars is maintained and books, journals, newspapers, magazines, e-resources and other reading material are made available to do research.
- The faculty members are encouraged to participate in seminars and conferences. They are provided financial assistance for attending Conference and Seminars and present research based papers.

Initiatives to promote research climate amongst students:

The students were required to do research dissertation as a part of their MSW and MAMR curriculum. IQAC encourages the faculty members to groom students by providing guidance and continuous support to complete their research. The students are engaged in various research projects undertaken by the institute or faculty members.

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	3	-	1
Outlay in Rs. Lakhs	-	39.16	-	20.28

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	4	1	-	-
Outlay in Rs. Lakhs	8.37	6.0	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	1	-
Non-Peer Review Journals	-	4	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications: Nil

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (in Rs. Lakhs)	Received (in Rs. Lakhs)
Major projects				
<i>Building Community Resilience to Droughts and Agrarian Crises</i>	02	ICSSR, New Delhi	25.00	
<i>Financial Assistance Scheme for Educational Enhancement and Development of SC/ST students</i>	01	Rashtriya Chemical and Fertilizer's, Mumbai	6.36	6.36
<i>Shelter for Urban Homeless</i>	01	Ahmednagar Municipal Corporation	7.80	0.57
Minor Projects				
<i>Annual Status of Education Report 2017</i>	3 mnths	Pratham, Mumbai	2.17	2.17
<i>MLA Aadarsh Gram Yojana</i>	3 mnths	Govt. of Maharashtra	2.10	--
<i>Life Skill Education and Personality Development Programme for Adolescents</i>	1 year	University of North Carolina, USA and CRHP Jamkhed	6.00	5.50
<i>Community Based Monitoring and Planning (CBMP)</i>	1 year	NHM Govt. of Maharashtra	3.20	0.65
<i>Impact Assessment Study of L&T CSR Project at Pimpalgaon Malvi</i>	3 mnths	Larsen and Toubro Pvt. Ltd.	0.90	0.90
Projects sponsored by the University/ College	-	-	-	-
Students research projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total			53.15	16.15

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

* Course Learning Material in E-PG Pathshala

3.8 No. of University Departments receiving funds from: **NA**

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For college: **Nil** Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy (Rs.)

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	1	-	2
Sponsoring agencies		CSRD SPPU	CASA		CSRD

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) **Nil**

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events: **Nil**

University level State level

National level International level

3.23 No. of Awards won in NSS: **Nil**

University level State level

National level International level

3.24 No. of Awards won in NCC: **Nil**

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

a) Extension Activities undertaken by Extension Unit

The Institute has established a separate Unit for Field Extension and Consultancy. This unit is engaged in facilitating community organization process with active involvement of faculty and students. This unit undertakes projects that contributes to the community development and helps the faculty for bringing the field experience to classroom teaching. As a part of extension activities the Institute has undertaken the following projects and activities:

i. Implementation of Financial Assistance for Educational Enhancement and Development of SC/ST students

The institute developed Financial Assistance Programme for Educational Enhancement and Development of SC/ST students from five drought affected districts of Maharashtra. The proposal was approved by Rashtriya Chemical Fertilizer (RCF) Ltd. Mumbai and signed MoU with Rashtriya Chemical Fertilizer Ltd. Mumbai under the CSR project. The programme is implemented for 110 high school children's from five drought affected districts namely Aurangabad, Beed, Latur, Osmanabad and Ahmednagar of Maharashtra. The Institute received the grant for the project and the selected students are assisted for continuing their studies.

ii. MLA Aadarsh Gram Yojana: CSRD is providing technical support for implementation of MLA Adarsha Gram Yojna in Ahmednagar district's 05 blocks namely Pathardi, Parner, Jamkhed, Akole and Sangamner. The Institute conducted Micro-planning process and village development plan of the following villages:

S N	Name of Village	Name of Block	Name of MLA
1	Dhawalewadi & Dagadwadi	Pathardi	Smt. Monica Rajale, MLA
2	Moha	Jamkhed	Shri Ram Shinde, MLA and Home Minister, Govt. of Maharashtra
3	Paithan	Akole	Shri Madhukar Pichad, MLA
4	Kharshinde	Sangamner	Dr. Sudhir Tambe, MLA
5	Paregaon	Sangamner	Shri. Balasaheb Thorat, MLA

iii. Annual Status of Education Report 2017: Institute has collaborated with Pratham Education Foundation for conducting Annual Status of Education Report (ASER) in the Ahmednagar District of Maharashtra. This report is a citizen-led, rural, household survey. This report has been capturing enrolment for age group 3-16 years and learning levels for the age group 5-16 years in almost all the rural districts of India. ASER has acknowledged the significant contribution of CSRD in the Ahmednagar District and reflected in their annual report. This year the Institute conducted Annual Status of Education Report (2017) Beyond Basics Survey in 60 villages by 115 students.

iv. Shelter for Urban Homeless: The Institute developed a project of Temporary Shelter Home for Urban Homeless People. Ahmednagar Municipal Corporation under Deendayal Antyodaya National Urban Livelihood Mission approved the financial support for this project. The objective of starting the shelter is to provide temporary night shelter for vulnerable like aged, disabled, mentally ill and recovering gravely ill, etc. The shelter is operational at Anand Sadan Building, Chitale Road, Ahmednagar. The faculty and students are actively engaged in this project providing their services and learning from the operation of the project.

v. Community Based Monitoring and Planning (CBMP): The Institute is selected by National Rural Health Mission for the implementation of a project on "Community Based Monitoring and Planning of National Health Mission Govt. of Maharashtra". In this regard the institute signed MoU with Government appointed Nodal Agency SATHI, Pune. The first phase of the programme was successfully implemented in 44 health sub-centers of Nagar block. The project is being continued in second phase from the month of November 2017.

- vi. Strategic planning and Effective implementation of CSR Programmes of L&T, Ahmednagar:** The Institute provided services to Larsen and Toubro Ltd. to develop strategic planning for effectively implement their CSR projects in the district. MoU was signed with L&T to conduct independent impact assessment study of their ongoing CSR programmes undertaken in the village Pimpalgaon-Malvi of Ahmednagar district. The study was designed to assess the impact of CSR programmes covering the different stakeholders from the benefitted community. The study covered all the programme and activities initiated, ongoing and completed during the entire period of ten years (2008 to 2017).
- vii. Child Guidance and Counselling Centre at CSRD Campus:** The Child guidance and counselling centre functioning at Anand Sadan as an urban extension project is being shifted to CSRD campus. This project is developed for providing counselling as well as referral services for children, adolescents and youth. It is also for conducting various community outreach programmes of CSRD. The activities include non formal education in the form of remedial and supplementary coaching to school dropouts and school going children of the neighbourhood, home visits for counselling the parents, life skills training for the adolescent and youth, personality development programmes, cultural and sports activities for the children.
- viii. Life Skill Education and Personality Development Programme for Adolescents:** A joint intervention research project by School of Social Work, University of North Carolina USA and BPHEs-CSRD-ISWR. The objective of the programme is to increase knowledge on the importance of education, gender equity, reproductive health, leadership and prevention of gender based violence. In the first phase of the programmes Teachers of Zilla Parishad Schools will be trained for giving Life Skills Education and the programme will be implemented 40 selected schools of Zilla Parishad.
- ix. Environmental Awareness on World Social Work Day & International Social Forestry Day:** The Institute celebrated World Social Work Day & International Forest Day on 21st March 2018, at Isalak village. The students of MSW did Shramdan and cleaned the surrounding area of the saplings of trees planted by students of the previous batch of MSW. The programme was to create awareness about sustainable development, environmental protection, and community participation in social forestry. The local community leaders and villagers participated in this programme. The District Collector Mr. Anil Kawade, the District Forest Officer Mrs. Kirti Jamdhade, Dr. Suresh Pathare, Director CSRD-ISWR, address the students and village community members. On this occasion all the participants took an oath about tree plantation and protection of trees.
- x. Awareness about Gender Equity and Women's Empowerment: On the occasion of International Women's Day** the Institute celebrated International Women's Day in various Field Work agencies, Communities and villages The details of activities conducted are as follows:

Sr. No.	Agencies / Communities/ Villages	Activity
1	Samaj Vikas Kendra, Newasa	Lecture by Ms. Vandana Iyyer, Manager SBI on various schemes for the Development of Women.
2	NADP+, Ahmednagar	Awareness about the HIV+/AIDS and Save Girl Child.
3	Sonewadi Village	Workshop on importance of Gram Sabha and the Women's Participation.
4	Nitya Seva Community	Lecture on Women Bidi Workers on their Rights and health status.

5	School for Mentally Retarded Children	A Formal function was organized at the school with felicitations of women teachers which was followed by games like musical chairs, balloon burst, few teachers recited poems on women and their contribution.
6	Baburdibend Village	Health Check Up camp on deficiency of Blood and Calcium.
7	Hivare-Jhare Village	Lecture on Liberty of Women.
8	Akolner Village	Lecture on participation of Rural women in the village development
9	Mathni and Ranjani Village	Program on "Stree Janmache Swagat Karuya" (Let's Celebrate the Birth of Girl Child)
10	Lal Taki Open community Snehalaya, Caring friends and Vadarwadi Open Community	Program on referring the Importance of Girl/Women Education.
11	Bhimwadi Open Community and Govt.Civil Hospital	Special Lecture on "The Constitutional Rights Of Women's" and "Health Issues of Women's".
12	Pimpalgaon Malvi village	Special session was organized on "Kali Umaltana" was organized for adolescence girls. Motivational speech was organized on Women Empowerment for Women's, Anganwadi Sevikas and Health Workers.

b) Extension Programs by National Service Scheme:

The Institute has sanction of a unit for 150 students. Taking into consideration the objectives of NSS (given in NSS manual), NSS Unit of the Institute undertook the following activities.

- (1) ***Volunteering for Public Events and Functions in the city:*** The NSS Volunteers of the Institute worked as volunteers during the public events and festivals for managing the crowd and also maintaining discipline among the participants. During this year students volunteered during Ganesh Festival and assisted Dist. Police department. The students also volunteered for the Govt. programmes of Dept. of Social Welfare, District Health Department and some of the NGOs for organizing programmes.
- (2) ***Water literacy program:*** The NSS unit of CSRD organized water literacy programme for the students on 8th Sep. 2017. Mr. Madhav Patil oriented students regarding the importance of water literacy and management, especially in the context of Ahmednagar district being a drought prone area. The training was conducted with dual purpose- firstly it was to orient the students about importance of water management and training them to organize such water literacy programmes for communities.
- (3) ***Cleanliness Drive and Awareness Campaign:*** As a part of regular activities and during the rural camp cleanliness drive was organized at the adopted village and Institute campus. During the activity, the student volunteers swept streets, cleared the garbage heaps and created awareness among the people about sanitation. NSS Camp for the year 2017-18 was organized in Dongargan village of Ahmednagar block from 5th to 11th Dec. 2017.
- (4) ***Cancer Awareness programme:*** On 22nd Sep. 2017, in collaboration with 'Aarambh' Organization, Ahmednagar, cancer awareness programme was organized. This programme was to create awareness about the causes of cancer, ways of early detection and prevention, care and support for cancer patients, etc. In this programme the role of NSS volunteer to help the cancer affected patient and the family was discussed and understood.

c) Extension Activities undertaken by Faculty and Students during Field Work

The Institute has collaboration with 13 villages and 14 slum communities in Ahmednagar District. MSW First year Students are placed for field work in urban slum communities and 2nd year students of MSW (Urban and Rural Community Development Specialization) are placed for field work in village communities. The Institute has evolved a model of community development with support from Govt./ Non-Govt. organization and active support from local community. The faculty and students of the Institute play an important role in facilitating the community organization process. While learning from community the students and faculty make a very positive contribution to the community. During this year the students undertook various programmes in placement villages during their field work. Some of the activities undertaken are as follows:

Health Education, Awareness and Check-up programmes.

- Blood Check up camp at Rangbhawan and Gautamnagar Slum, Ahmednagar
- HIV Awareness Programme and demonstration on use of Contraceptives for Commercial Sex Workers in Chitra Lane, Ahmednagar
- Session on Health and Hygiene of Adolescent Girls and Pregnant Women of Laltaki Slum, Ahmednagar and School Children of Wadgaon and Nagapur community, Ahmednagar.
- Awareness on Health and Sanitation for Differently Abled students of RCDA, Ahmednagar College, Ahmednagar.
- Awareness Programme on Children's Vaccination at Gandhi Maidan Community and Gautamnagar Slum, Ahmednagar
- Health Checkup Camp for Pregnant Woman in Indirangar Slum, Ahmednagar.
- Rally on Mission Indradhanush at Hivare Zare Village, Ahmednagar.
- Health Checkup Camp for Children of Balbhavan in Ramwadi Slum, Vaiduwadi, Anamprem, Tapovan Matimand School and Janakibai Apte School for Deaf and Dumb, Ahmednagar.
- Dental Checkup Camp in Janakibai Apte School for Deaf and Dumb and School for Mentally Retarded, Ahmednagar.
- Eye Check-up programme at Old Age Home, Ahmednagar.

Women, Youth and Child Development programs:

- Organizing remedial and non-formal education for school going and out of school children.
- Sports, cultural and leadership development activities for children by formation of groups and *Balpanchayat*.
- Organizing various competition such as essay, speech, drawing, general knowledge etc for identifying and promoting potentials of children in sports and other fields.
- Formation of Youth groups and providing guidance, counselling and referral service individually and in group for career and further studies.
- Formation and strengthening of Women's Self Help Groups for mutual support and livelihood promotion.
- Organizing education and awareness for adolescent girls and women on health, hygiene, etc.
- Creating awareness and mobilizing women's participation in local self governance like *gramsabha* and *grampanchayat*.

Environment, Agriculture and Community Development activities:

- Organizing awareness and training programmes for promoting environment protection and encouraging people for tree plantation, water management, use of toilets and soak pits.
- Awareness on social evils like alcoholism, child marriage, dowry, open defecation, etc.
- Training and guidance for organic farming, kitchen garden, crop insurance policy, watershed management, Cropping pattern, cultivation, animal husbandry, etc.

I. Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (acres)	3.62	-	-	3.62
Class rooms (No.s)	6	-	-	6
Laboratories (No.s)	-	-	-	-
Seminar Halls (No.s)	2	-	-	2
No. of important equipments purchased (\geq 1-0 lakh) during the current year	5	2	Own & SPPU	6
Value of the equipment purchased during the year (Rs. in Lakhs)	48.99212	8.3	Own / SPPU / Govt. of Maharashtra	53.72779
Others	-	-	-	-

4.2 Computerization of administration and library

1) Computerisation of Administration:

- The Institute has computerised accounts, academic and general administration activities like admission, scholarships, salary of the staff members, etc. The Institute has installed biometric system for monitoring and regulating the attendance of Faculty and Staff. For the purpose of monitoring and security CCTV Surveillance system is installed in offices, classroom, corridors of Administrative building and Hostel. Detailed Information about academic programmes, announcement about conferences, admissions and list of selected candidates are published on website. Applications for admission are received online. Academic calendar, time-table announcements are also published online.
- The institute has computerised its finance management systems. Tally 9.2 single user software is being used for maintaining its accounts in a systematic manner.

2) Computerisation of Library:

The library services are being computerized. The library has installed new software, SLIM for total computerisation. Library users are able to search for books, journals and articles author wise, title wise and topic wise. The lending service is computerised with the help of SLIM. Barcoding of the books has been completed. The entire library services has been computerised with SLIM. There is also media collection in the library. Printing and photocopying facilities are provided in the library. There is UGC sponsored INFILIBNET online services available for the students and the faculty members providing access to online journals and e-books.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	10800	8,75,247	129	53,623	10929	9,28,870
Reference Books						
e-Books*	103000+	5000	10000	5000	113000+	5000
Journals	17	26250	-	-	17	26250
e-Journals*	8000+	5000	500	5000	8500+	5000
Digital Database	NLIST	5000	NLIST	5000	NLIST	5000
CD & Video	300	5225	20	300	235	4400
Others (specify)**	1420	-	140	-	1560	-

* INFILIBNET-NLIST is UGC sponsored online resource

** Others includes Ph.D and Master level Thesis of students

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	25	1	Broad band (5 mbps)	19	1	4	1	-
Added	05	05	Broad Band (50 mbps)	-	-	-	-	-
Total	30	11	Broad band (55 mbps)	19	1	4	1	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

The Institute made special efforts during this year to make all the stakeholders, computer literate. Those who had basic computer knowledge, for them advanced training was arranged computer literacy campaign was implemented with the help of Specially designed mobile computer Lab. Besides Faculty, Staff and students this project was implemented in project villages also. In order to increase the internet speed upgraded broadband and BSNL public hotspot was installed. The public hotspot provides continous internet connectivity for campus visitors. Whenever new systems or technology is upgraded staff members are trained by expert professionals on its application and uses. Those who are trained in SPSS / EXEL also encourage other staff to update their knowledge.

4.6 Amount spent on maintenance in lakhs:

i) ICT	2.08901
ii) Campus Infrastructure and facilities	14.37128
iii) Equipments	1.81995
iv) Others (electrical / electricity / tax)	16.61356
Total:	34.89380

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC ensures that students make use of available support services on the campus. The information brochure provided at the time of admission has mention of all the available facilities and services. All the admitted students at the beginning of the academic year given detailed orientation about educational programme, government scholarships, facilities such as Hostel, Canteen, library, Job Placement, mentorship, career counselling, internal and mandatory committees, their objectives and role, etc. Students are asked to give undertaking for anti-ragging on the online portal of UGC. Students are made aware of the available services by displaying the information on notice boards, sign boards and electronic notice board.

5.2 Efforts made by the institution for tracking the progression

The office of Career Guidance and Placement attempts to keep updated record of Alumni's progression of their career. The Institute also has maintained the updated record of its alumni network. Every year Alumni meetings are held where the alumni share their achievements and progress. Placement records are maintained and updated after receiving information from students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
47	252	--	--

(b) No. of students outside the state

43

(c) No. of international students

0

Men	Nos	%	Women	Nos	%
	200	67.34		97	32.65

(Total students includes students of University affiliated Programmes and Institute level Prog.)

Last Year						This Year						
General	SC	ST	OBC	Divyang	Total		General	SC	ST	OBC	Divyang	Total
70	62	26	62	01	221	MSW	68	57	33	67	3	228
04	04	-	02	-	10	MMR	13	5	-	6	-	24
08	10	02	09	-	29	DDM	15	2	1	10	-	28
--	--	--	--	--	--	CBC	6	4	1	6	2	19
--	--	--	--	--	--	HR	--	--	--	--	--	--
--	--	--	--	--	--	NGO	--	--	--	--	--	--
12	4	-	2	-	18	SFDM	--	--	--	--	--	--

Demand ratio 1:2

Dropout % 0.81*

**For University affiliated courses*

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The Institute has made some efforts of consultation and guidance for NET/SET/ MPSC competitive examinations. The students are encouraged and guided to appear for different competitive exams. At the Institute level students are provided books, magazines, journals and study material for competitive exams. The Institute also organized Special Lecture on preparation for Competitive Exams under Special Guidance Scheme of Pune University. Institute has kept track of issue of student's transcripts who pursue higher education in the country, abroad and professional courses.

No. of students beneficiaries

28

5.5 No. of students qualified in these examinations:

NET

1

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

Under the University guidelines, a students' welfare officer has been appointed at the Institute who gave counselling and guidance to the needy students. She was also responsible to coordinate all the students' support services. The institute also has a separate career guidance and placement cell. It arranged career guidance activities for the students, such as, preparation of students' job placement, printing of placement brochure, arranging sessions on how to prepare resume and appear for interview, arranging counseling sessions informing students about various career options available in Social Work, arranging for campus recruitment by inviting prospective companies and organizations to the Institute, etc. The cell also organizes special guidance sessions under the students' welfare scheme of the University for the first year students for skill and competence building. Special personality development programme for girl students of the Institute was another scheme under the students' welfare department which prepared the girl students to improve their personality suitable for job placement after the studies.

No. of students benefited

110

5.7 Details of campus placement: (*Placements of MSW students*)

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	50	18	46

5.8 Details of gender sensitization programmes

The Institute make efforts to make the faculty, staff and students gender sensitive by organizing special programmes and orientation.

- During the general orientation programme for MSW I year students in July 2017, sessions were organised by the students' development officer regarding sexual harassment prevention on the campus.
- One Day Workshop on Girls Personality Development was organized on 10th February 2018 under the scheme of Students Development office of the University. During this programme, apart from career guidance, girl students were made aware of their rights for equal opportunity, participation, right against discrimination and protection from exploitation and violence. They were made aware of the various measures provided by the Institute and the University to protect their rights, such as, students' welfare office, women's helpline, anti harassment cell etc.
- The institute has constituted an internal complaint committee to prevent sexual harassment of women at the workplace. The names of the committee members with the contact details are displayed on the campus at the prominent places.

5.9 Students Activities

5.9.1. No. of students participated in Sports, Games and other events *includes research, case study etc.*

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

* ASER study at Ahmednagar district conducted by Pratham, Mumbai

** National seminar.

National integration camp.

*** International conference / seminar.

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

*Mr. Abuzar Sayyed of MAMR-II year and Mr. Amol Rathod of MSW-II year

5.10 Scholarships and Financial Support:

	Number of students	Amount in Rs.
Financial support from institution	01	3500/-
Financial support from government	107	2,58,9241
Financial support from other sources (Minority Scholarships by Govt. credited directly to students accounts)	-	-
Number of students who received	-	-

International/ National recognitions		
--------------------------------------	--	--

5.11 Student organised / initiatives

Conference: State / University level National level International level

* *National Seminar on Social Work Practices in India: Innovations and Challenges*

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

There were no major grievances of students during reporting year. However minor grievances addressed during the reporting year were related to classroom attendance, field work absence and time-table.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- 1) Vision:** “Not things, but men; I dare you; Ye shall know the truth”
- 2) Mission:** “To provide equal opportunities of quality education for creating responsible citizenship, effective leadership and well-informed personnel to undertake responsibilities in the fields of community development and participate in the process of nation building”

6.2 Does the Institution has a management Information System

The Institute has the MIS to manage information on academic and administrative aspects of the institution. The Institute maintains a website and information for the students, parents and other stakeholders is regularly updated there. Yearly academic calendar is uploaded on the website. Biometric system is installed for the record of staff members attendance, leave, etc.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The Institute offered University level and Institute level programmes to cater to the needs of the society. The curriculum of the University Programmes is designed and revised by the University. The curriculum is revised after every five years. The faculty members regularly participated in the syllabus revision meetings and workshops and provided valuable suggestions for improving the curriculum based on the feedback obtained from stakeholders and the trends in social work profession and practice.
- The quality improvement strategy for curriculum development is to provide training to the teacher for effective implementation of syllabus. Faculty members are given freedom to do innovations in teaching learning methodologies and also to include the contemporary changes taking place in socio economic and political scenario.
- Based on the changing need of the society the syllabus of the Institute level Programmes is also updated on periodic basis.
- The Institute developed ‘Value Addition Programme’ based on the expectations of the students and the civil society organisations. They were offered to the students over and above prescribed syllabus to improve their employability. The modules covered under ‘Value Addition Programme’ are, language lab, certificate course in Counselling, certificate in Human Rights and Certificate course in NGO management.

6.3.2 Teaching and Learning

- Considering the interdisciplinary nature of the courses and the background of the learners the methods of training are participatory and learner-focused. The teaching methods involve classroom teaching, field work experience, group discussions, case studies, role plays, and self-learning assignments.
- Teaching is organised in such a way that students learn as much about social work profession as getting to oneself and become sensitive to social realities. Throughout the teaching programme, opportunities are provided to expand the understanding of self and society. Regular and one to one interaction with faculty members is an important feature of training at CSRD.
- Faculty members are continuously adopting innovative teaching and learning methodology. This includes working field assignments, research methodology and skills workshop, field based presentation, research/action research in the field, training, etc.

6.3.3 Examination and Evaluation

- The institute conducts examination as per university rules and norms. As per the University's Circular No. 125 the Institute is conducting University examination. All tasks for conducting exam are carried out confidentially by permanent staff. The examination officer oversees the work of evaluation. Internal assignments are evaluated by the subject teacher and students are given individualised feedback for improvement. The criteria's for internal assessment are classroom participation, presentations, assignments, projects, case studies, field based assignments and internal examination.
- The Institute has appointed 'College Examination Officer' for the smooth execution of the examination. University has taken many quality improvement initiatives like decentralisation of 'Central Assessment Programme (CAP)', appointment of inspection squad for ensuring examination discipline and appointment of external observer and senior supervisor. Student can apply for photocopy of the answer sheet from University. Further, a student can apply for revaluation of paper to the University. This ensures transparency in the system.

6.3.4 Research and Development

Identification of the emerging areas for research and continue to undertake Govt, NGO's and CSR projects as per Research Cell plans.

The Institute strongly believe that research is complementary to teaching-learning and therefore focuses on it.

- **Research Projects:** The Institute undertook research projects based on the need of the society and involved faculty members and students in the same. The faculty members were encouraged to undertake major and minor research projects of UGC and ICSSR. The Institute undertook two major research projects and two minor research projects during the reporting year. Another proposal for a minor research project has been sanctioned. Further, research projects were part of the curriculum at masters' level and faculty members provided guidance to the students regarding the same. The Institute appointed Academic and Research Co-ordinator to facilitate the research activities of the faculty members and the students. The students were also encouraged to participate in research competitions, 'Avishkar' organised by the University.
- **Institute's Research Publications:** The Institute published a Research Journal by name 'New Horizons in University Education – A Journal of Development and Social Justice'.
- **Research Conferences and Workshops:** The Institute organized conferences and workshops on research for faculty members and students. The Institute, with support from Savitribai Phule Pune University under Quality Improvement Programme, organized a National Seminar on Social Work Practices in India: Innovations and Challenges on 24th and 25th February, 2018. The Institute encouraged the faculty members and students to present and publish research papers in various conferences and journals.
- **Research Grant:** The institute obtained research grants from state level and national level agencies, such as ICSSR, Savitribai Phule Pune University.
- **Infrastructure:** The Institute provided necessary infrastructure and learning resources including ICT for research. The library has e-resources for research.
- **Research Assistance:** Institute has appointed an academic research coordinator to assist and help the faculty members and students in their research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Library:** The Institute has a library and is spread over the area 1258 sq. ft. The set up consist of circulation counter and stacking area, newspaper section, research and reference, librarian's office, journal and periodical section, and separate reading section. The library is equipped with SLIM software for managing all the library services, such as browsing, lending and stack management. The library has collaborative arrangements with other libraries like IMS library and Ahmednagar College Main Library.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **ICT:** The Institute has a well equipped computer lab. The Institute has 24 computers and all are connected in network and have 54 mbps broadband internet facility. The classrooms and seminar halls are equipped with LCD projectors with computers.
- **Physical Infrastructure:** The Institute has adequate physical infrastructure spread across 3.62 acres of land. The Institute has adequate infrastructural facilities for academic, co-curricular & extra- curricular activities. The Institute is housed in a four-storied building accommodating classrooms, Tutorial rooms, seminar halls, computer labs, Learning Resource Centre (Library), Administrative Office, Staff Rooms, rest rooms etc. The Institute has separate girls' and boys' hostel, canteen, sport facility and vehicle parking facility. The Institute has wind solar backup for continuous electricity power supply.

6.3.6 Human Resource Management

The vision of the Institute is 'Not Things But Men'. The Institute considers 'people' as its asset and undertakes many initiatives for their development.

- The Institute encourages faculty and staff members to participate in Faculty / Staff Development Programmes, Seminars, Workshops and Conferences.
- The Institute encourages faculty members to do research and write research papers. The faculty members are motivated to present or publish their research paper in various national/international conferences/journals. The Institute sponsors the participation of faculty members in such Programmes.
- The Institute facilitates all the government prescribed allowances under the 6th pay commission such as, leave provisions, salaries, increments, and incentives, such as provident fund, gratuity and health insurance to all the staff members.
- The Institute provides access to computer and internet free of charge to staff.
- Loan facility to its staff through B.P.H.E. Credit Cooperative society is available.
- Accommodation to the faculty members who request for the same in the campus is provided.
- The job description for every staff is developed to increase the work efficiency and clarity of tasks to perform. Teaching faculty are preparing teaching plan in advance. Teaching, Non –Teaching and Research Cell staff members were motivated to attend seminars, workshops and present papers.

6.3.7 Faculty and Staff recruitment

Faculty and staff members are recruited following proper selection procedure laid down by University and the norms given by Department of Social Welfare, Govt. of Maharashtra

6.3.8 Industry Interaction / Collaboration

- The Institute has established a network of non-governmental, voluntary and grassroots level civil society organisations including industries at the local, state and national level, which facilitate the exposure of students to social work practice in the field, field based orientation, concurrent and block field work placement.
- The Institute has taken up various research activities in collaboration with national
- The Institute has tie-ups with the industries for placement activities. The Institute has collaboration with various industries and organisations in relation with the campus recruitment of the final semester students of the Institute.
- The Institute has undertaken various collaborative projects under the Corporate Social Responsibility initiatives of various industrial houses like RCF and L&T.
- Human Resource managers from Industries have been invited for Guest Lectures, Seminars, Workshops, Conferences etc. Further, industrial visits are also organised for students.
- The Institute also maintains links with the industries through alumni.

6.3.9 Admission of Students

- 1) Website, Radio, Newspapers, Magazines, Banner, Handbills, etc. have been used for promotion of various courses of the Institute.
- 2) Students are admitted on merit base considering the government and the University norms regarding the admission of various categories of the population.
- 3) The admission test consists of written test (aptitude test), group discussion and personal interview.
- 4) Orientation and special coaching regarding entrance test is conducted by the Institute for the minority, Scheduled caste and Scheduled tribe students to ensure equal opportunity for the marginalised sections of the society in the programmes of the Institute
- 5) Separate office for counselling the new aspirants for admission is opened during the admission season (May-June) every year. The prospective students are given orientation regarding various courses of the Institute and are facilitated to fill up the online application forms for admission to various courses of the Institute.
- 6) Separate Gents and Ladies Hostel facility is provided to the students at the time of admission, so that, they would undergo the series of admission procedure such as written test, group discussion and interview.
- 7) The Institute provides Financial Assistance to Students like instalment facility, government scholarships, earn and learn scheme, support in getting educational loan from banks etc.

6.4 Welfare schemes for

Teaching	Provident Fund, Gratuity, Loan Facility, Support in Health Insurance, Duty Leave, First Aid, Call on Doctor, Security
Non Teaching	Uniform, Provident Fund, Gratuity, Loan Facility, Support in Health Insurance, Earned Leave, First Aid, Call on Doctor, Security
Students	Insurance, Scholarships, Instalment Facility, Pure and Cool Drinking Water, Earn and Learn Scheme, Sports, Canteen, Mess, Hostel, First Aid, Regular medical check up, Call on Doctor, Security

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency		Yes/No
Academic	Yes	Social Welfare Department	Academic	Yes
Administrative	Yes	Social Welfare Department	Administrative	Yes

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

☐

No

☐

For PG Programmes

Yes

☐

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

As per the circular no. 125, the University has transferred University's examination work to the Institute. The Institute conducts examination by following guidelines of the University. For the smooth conduct of examination the Institute has prepared examination manual. During this year the Institute introduced computer based MCQ (Multiple Choice Question) as a part of Internal Assessment.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The University has promoted autonomy in the affiliated colleges in various ways. The Institute has obtained autonomy in terms of setting question papers and conducting examination under the rule that the course conducted by the Institute is offered to less than 4 affiliated institutions of the University.

6.11 Activities and support from the Alumni Association

- The association extends support in organising 'Alumni Meet' every year which gives an opportunity to alumni to interact with faculty, students and other alumni. The association conducts alumni meetings on regular basis. The association also maintains database of alumni and updates it on regular basis. The association obtains feedback from the alumni and gives opportunity for alumni to participate in the quality improvement.
- The Institute involves alumni in various academic, co-curricular, extra-curricular and extension activities for the benefit of students, such as concurrent, block and job placements. Alumni are the chief correspondents for the conduct of study tour to different parts of the country. Alumni are invited as guests of honour for various functions of the Institute such as welcome day, farewell day, Institute Day, women's day, social work day, etc.

6.12 Activities and support from the Parent – Teacher Association

Parents Teachers Association helps to build a positive relationship amongst the parents and institution for overall quality enhancement. Parents are invited and given briefing about the progress of their children. Teachers and the director interact with parents informally whenever needed.

6.13 Development programmes for support staff

The Institute encourages staff to take part in the Development Programmes. The Institute provides fees and duty leave for such participation.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The Institute with financial support from Planning and Development Department Savitribai Phule Pune University installed 10 Kwp Ongrid Solar Power system on the Rooftop of Academic Building. Thus the building using non-conventional energy.
- Efforts are made to make green and eco-friendly campus, carbon neutrality, waste management, manure and wormy-culture, tree plantation, and beautification.
- As a part of green campus initiative every student and the staff on the campus take conscious efforts to avoid use of plastic and take responsibility to nurture a plant. During this year students in group planted 22 foxtail palms on the campus. Further the Institute encouraged its faculty and students to use bicycles as local conveyance. Cycles are made available for hostel students and the cycle parking area is allocated. Students and faculty are making use of cycles while going for field work or shopping in Ahmednagar city.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. The faculty and staff of the Institute prepared their job profile and most of the work is being carried out in a team. The Institute has introduced concept of shared teaching and field instruction for some of the courses. It gives scope for inviting field practitioners and experienced persons to teach the students. The staff members while performing their job often work in a team that gives a sense of shared responsibility and collective decision making.
2. A Temporary Shelter Home for Urban Homeless People started by the Institute is a need based social work intervention catering to the needs of the urban poor. This is an innovative step that gives opportunity for students to get the direct exposure of serving the vulnerable group of society. The learnings and experience of running this kind of shelter helps the faculty to bring the experience and examples to classroom teaching.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Organized National Seminar on Social Work Practices in India: Innovations and Challenges on 24th and 25th February, 2018. It was students initiative supported by Institute.
2. As a part of competency building initiatives for students, the Institute organized special workshop for MSW-2nd year students on Street Theatre and Social Media during 17th to 19th August 2017. Language Proficiency Classes and Soft Skills classes for first year students were also organized during this academic year.
3. Organized a Demonstration of rescue operation and workshop on Disaster Management with the support from District Disaster Management Cell, NDRF & NYK on 10th Feb. 2018
4. The Institute established collaboration and network and organized Field work in 60 organisations (government & non government), industries and communities; Under NSS, students Volunteered as Police Mitra during Ganapati festival, conducted Water literacy program, Cleanliness Drive, Cancer Awareness programme and NSS Camp in Dongargan village from 5th to 11th Dec. 2017.
5. In efforts to provide academic exposure 104 students attended National and International seminars and conferences as part of the study tour at different parts of the country, namely Kalady and Kochi in Kerala, Manipal and Bengaluru in Karnataka and Jamia Milia Islamia University in New Delhi.
6. The Institute encouraged and supported Faculty member participated and presented papers at international seminars held at Tanzania (East Africa) and North Carolina, USA. Faculty members published one book, 2 articles & presented 4 papers in National and International level seminars and conferences
7. Facilitated the implementation of MLA Adarsha Gram Yojna in 05 blocks of Ahmednagar - Pathardi, Parner, Jamkhed, Akole & Sangamner
8. Conducted the educational survey in 60 villages by 115 students leading to Annual Status of Education Report (2017) Beyond Basics.
9. Started Temporary Shelter Home for Urban Homeless People at Anandsadan, Ahmednagar. The Institute received approval and support from Ahmednagar Municipal Corporation under Deendayal Antyodaya National Urban Livelihood Mission.
10. The Institute is implementing a project on Community Based Monitoring and Planning of National Health Mission Govt. of Maharashtra. The first phase of the programme was implemented in 44 health sub-centres of Nagar block.

11. As a part of implementing CSR initiatives of Industries, the Institute implemented Rashtriya Chemical and Fertilizers Ltd., (RCF) supported Financial Assistance programme for SC/ST students of five drought affected districts. Another independent impact assessment study for Larsen and Toubro (L&T) was conducted of their CSR programmes being undertaken in the village Pimpalgaon-Malvi of Ahmednagar district.
12. Celebrated World Social Work Day & International Forest Day in association with Social Forestry Department, Ahmednagar on 21st March 2018, at Isalak village by planting and nurturing the trees in the eco village.
13. Celebrated International Women's Day on 8th March 2018 in 12 Field Work agencies, Communities and villages where MSW Students are placed for their field work
14. Continued students welfare programmes like earn and learn scheme (31 students), girl students' personality development programmes (10th February 2018), special guidance lectures (11), and special assistance to SC/ST's/Minority Students (special coaching for entrance test on 2 July 2017 and facilitation to draw govt. scholarships)
15. As a part of exchange programme with foreign university 13 students from CSU accompanied by two faculty members stayed and got trained at the Institute on 31st July to 4th August 2017
16. Upgraded and added CCTVs in Classrooms and Corridors, Hostel and campus.
17. Installed 10 Kwp Ongrid Solar Power system on the Rooftop of Academic Building with financial support from Planning and Development Department, Savitribai Phule Pune University

7.3 Give two Best Practices of the institution

1. The Institute with financial support from Planning and Development Department Savitribai Phule Pune University installed 10 Kwp Ongrid Solar Power system on the Rooftop of Academic Building. Thus the building has become 100 percent green with regard to the use of solar power backup along with 5 KW wind solar power back up system installed earlier
2. As a part of grooming and preparing students for social work and mass relation the Institute consciously make efforts to expose the students to real situation and provide them hands on experience. This is done by organizing placement with development organization (Govt. and Non-govt.), communities and industries. The students are expected to work under the guidance and supervision of faculty members, and directly contribute to the community while learning lessons from placement. Thus while providing work experience to students the Institute has been able to undertake number of development projects to bring positive changes and contribute to community.
3. With financial support from Ahmednagar Municipal Corporation under Deendayal Antyodaya National Urban Livelihood Mission, has started a Temporary Shelter Home for Urban Homeless People at Anandsadan, Gandhimaidan at Chitale Road, Ahmednagar. Shelter home is the need based social work intervention catering to the needs of the urban poor. This is an innovative step.

7.4 Contribution to environmental awareness / protection

- 1) Use of non-conventional energy and promoting environment friendly practices in the campus. Avoid use of plastic, preparation of vermin composting, tree plantation in the field work villages.
- 2) "Nurture the Nature" a project initiated in collaboration with Dept. Of Social Forestry. Participated in plantation, protection and preservation of tress on a barren hill at village Islak in Ahmednagar block.
- 3) Promoted water conservation and water management practices in adopted village Dongargan of Ahmednagar block.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

7.6 Any other relevant information the institution wishes to add: **Nil**

8. Plans of institution for next year

- To reactivate new need based, job oriented short term Certificate course on 'Journalism, Communication and Public Relation'.
- As a part of Skill India Campaign the Institute plans to apply for Skill Courses under Deen Dayal Upadhye Gramin Kaushalya Yojana.
- The Institute plans to continue the ongoing Research and Extension Projects by renewing MoU with respective agencies:
 - Adolescent Girls and Boys Programme for Gender Equality: Life Skill Training in collaboration with University of North Carolina USA.
 - Financial Assistance to SC/ST Students for Educational Enhancement and Development in collaboration with Rashtriya Chemical and Fertilizers, Ltd.,
 - Community Based Monitoring and Planning (CBMP) in Collaboration with NHM, Govt. of Maharashtra.
 - Shelter for Urban Homeless in collaboration with Ahmednagar Municipal Corporation.
- To organize Sixth International conference on Spirituality and Social Work.
- Organise National Seminar on Social Work Practices in India: Innovations and Challenges.
- To organize competency building workshops for students such as Street Theatre, Language proficiency, Community Radio, Puppet making workshop and micro planning.
- Continue to collaborate with development organizations and communities for village outreach programmes through field work and NSS.
- To participate and undertake Survey, Campaign and awareness programmes for Education, Health, Political Participation and other social issues for disadvantaged community.
- Organise Writer's Workshop for developing indigenous literature on methods of social work as a part of faculty development programme with international cooperation.
- Organize students development programmes : Earn and Learn scheme for needy students, Personality Development programmes for Girl students', Nirbhay Kanya Abhiyan, Special Guidance lectures, career guidance and job placement and special assistance to SC/ST's/Minority/Disabled Students.
- Make the building divyang friendly by installing Elevator, Ramps, rallying and separate washroom for Divyang to make the building disabled friendly and age friendly.



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Signature of the Coordinator, IQAC



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Signature of the Chairperson, IQAC